



STATE OF WASHINGTON
WASHINGTON STATE BOARD OF HEALTH
1102 SE Quince Street • PO Box 47990
Olympia, Washington 98504-7990

December 10, 2003

TO: Washington State Board of Health Members
FROM: Craig McLaughlin, Board Staff
RE: **RCW 43.20.100, ANNUAL REPORT**

Background and Summary

The Board is required by Section 43.20.100 of the revised code of Washington to submit an annual report to the Governor. I have attached for your review and comment a draft of proposed text for the 2003 Annual Report to the Governor, which would be submitted in January 2004.

The attached text is similar in structure and length to the text in the 2002 Annual Report. To save scarce public resources, the Board has been repurposing the design first created for the 2000 Annual Report. For 2002, the Board updated the design to incorporate the communications strategy developed by the Communications Committee of the Public Health Improvement Partnership.

I have attached a draft of the proposed text for the 2003 report. I propose to send an Adobe Acrobat® version of the report layout to Board members for review and comment in late December. With the approval of the Chair, and subject to comments from other Board members, staff will produce a printed version of the report, which the Board may formally adopt at its next meeting, January 14, 2004.

Recommended Board Motions

The Board may wish to introduce, modify as needed, and consider adopting the following motion:

The Board approves the draft annual report language as submitted [??and amended??] December 10, 2003, subject to future editing with the review and approval of the Board Chair.

Attachments